

ICAPS OPERATING PROCEDURES

not necessary

To implement and effectuate the goals set forth in the statement of Policies from the Director, the following procedures are enunciated, effective immediately:

1. Each ICAPS member shall frequently visit the agency from which he came and the several offices of CIA. During such visits, he shall discuss informally current pertinent intelligence problems and thus weigh the merits of proposals in the field of interagency intelligence coordination.
2. Every problem assumed by ICAPS for examination and proposed solution will be assigned to a particular ICAPS member who will monitor the project.
3. By consultation with the other members of ICAPS, or by the assistance of the appropriate operating office in CIA, the responsible ICAPS member will conduct exploratory studies to properly evaluate the problem involved.
4. After such preliminary steps have been taken, ICAPS will prepare a snort statement of the problem and enumerate some of the considerations involved. In accordance with the provisions of DCI 1/1, this ^{proposal} paper will be sent to the head of each intelligence agency with a copy to the agency's Standing Committee member.
5. Preparatory to the meeting of the Standing Committee, the responsible ICAPS member will prepare a draft directive on the subject so as to expedite the work and polarize the thinking of the Committee while in session.

6. The ICAPS member monitoring a project will steer the discussions on the subject at ICAPS meetings and at Standing Committee meetings, under the Chairmanship of the Chief of ICAPS.

7. Though the Standing Committee will prove to be a material time-saver for consolidating agency viewpoints and thus help ICAPS to achieve its mission of interdepartmental intelligence coordination, the responsible ICAPS member will continue, at all times, to keep in close personal touch with agency reaction and suggestions. By this procedure the ensuing directive will present at its first draft stage the combined viewpoints of CIA and the agencies, and will thus avoid the impression of initially presenting a fait accompli to the agencies.

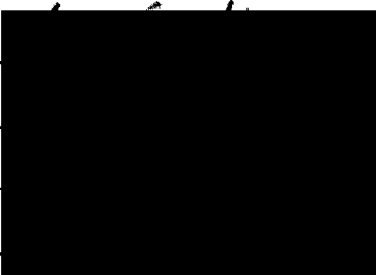
PRESCOTT CHILDS
Chief, ICAPS

CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP			
To	25X1A9a	INITIALS	DATE
1	[REDACTED]	[REDACTED]	
2	[REDACTED]	[REDACTED]	
3	[REDACTED]	[REDACTED]	
4	Mr Childs' comments in pencil.		
5	25X1A9a		
FROM	25X1A9a	INITIALS	DATE
1	[REDACTED]	[REDACTED]	
2	[REDACTED]	[REDACTED]	
3	and incorporated his suggestions.	[REDACTED]	
<input checked="" type="checkbox"/> APPROVAL <input checked="" type="checkbox"/> INFORMATION <input type="checkbox"/> SIGNATURE <input type="checkbox"/> ACTION <input type="checkbox"/> DIRECT REPLY <input type="checkbox"/> RETURN <input type="checkbox"/> COMMENT <input type="checkbox"/> PREPARATION OF REPLY <input type="checkbox"/> DISPATCH <input type="checkbox"/> CONCURRENCE <input type="checkbox"/> RECOMMENDATION <input type="checkbox"/> FILE			
REMARKS: Very nice, but not entirely necessary, in my judgment. Furthermore, it may tend to limit our functions to those only mentioned and pulled out			

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CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

25X1A9a

TO		INITIALS	DATE
1	Chief, ICAPS	<i>PH</i>	3/23
2		<i>Smac</i>	
3			
4			
5			
FROM			INITIALS
1	Executive Director	<i>7</i>	22 Mar.
2			
3			

<input type="checkbox"/> APPROVAL	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE
<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> RETURN
<input type="checkbox"/> COMMENT	<input type="checkbox"/> PREPARATION OF REPLY	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> RECOMMENDATION	<input checked="" type="checkbox"/> FILE

REMARKS: 1. The contents of the attached memo and its enclosure thereto have been noted with interest.

2. It is believed, however that the policies proposed in the above-mentioned correspondence are fully covered in the duties assigned to ICAPS in the CIA Organization Chart dated 15 Oct. 47.

Keep as informal guide for new ICAPS members. W. C. F.